



## MEETING OF THE TOWN BOARD

Town Board Room  
807 Mountain Avenue  
Town of Berthoud, Colorado  
Tuesday, November 27, 2018 6:30 p.m.

- I. **REGULAR MEETING CALLED TO ORDER** – Mayor William Karspeck Called into session 6:29 p.m.
- II. **PLEDGE OF ALLEGIANCE** – Mayor William Karspeck
- III. **ROLL CALL** – Mayor Karspeck, Mayor Pro Tem Hindman, Trustee Tomassi, Trustee Hardy, Trustee Alaback, Trustee Dower were present. Trustee Laak was absent.
- IV. **CITIZEN PARTICIPATION** – There was no Citizen Participation.
- V. **SCHEDULED ITEMS**

1. **Consent Agenda**
  - a) Approval of November 27, 2018 Agenda
  - b) Approval of Minutes – November 13, 2018

**Mayor Pro Tem Hindman Motioned to combine and approve the items on the Consent Agenda. Trustee Hardy Seconded the Motion. WITH ALL IN FAVOR THE MOTION CARRIED.**

2. **Youth Advisory Commission Annual Report**

Trustee Laak provided Trustee Dower to read a letter on his behalf. The letter said the following...

*I have asked Maureen Dower to present my letter of introduction as she is aware of my sentiments surrounding my presence at Youth Advisory Commission meetings.*

*Many times, people have asked me what is it like being a trustee. My reply has been "It is like running a marathon and doing 200-yard sprint every 6 miles during that marathon"*

*You know those people that hand out water along a marathon course? Every marathon has them. People running alongside with cups, spilling water everywhere, passing along morsels of water to quench the runners thirst.*

*For me this is Youth Advisory Commission. I walk away from their meetings encouraged and quenched. Ready for the next 6 miles of road and then a 200-yard dash.*

*I feel the most important contribution our town gains from Youth Advisory Commission is not an ABC list of to do things. There is enough of that in their lives already.*

*Possibly it is something different. Maybe it is not what they can do for us but what we can do for them.*

*It has been a joy to sit back and maybe nudge or sprinkle a few seeds for thought, but mostly to provide a "Free Range" environment to nurture the creative process, to watch problems arise and dissipate, to see the youth define and defend their own ideas in a room void of elders.*

*Some years Youth Advisory Commission will succeed and exceed all of our expectations, other years they may fail. This is purely up to them. I would have to say they have succeeded in 2018. They have thrived in a "Free Range" environment.*

*I say Bravo and keep up the good work.*

*Advice is usually only as good as what you pay for it, so take this with a grain of salt youth.  
Here is some free advice...*

- *Show up on time*
- *Pay attention*
- *Ask questions*
- *A good smile and handshake can take you far*
- *And finally, don't lift with your back, brush and floss daily.*

*It has been a Pleasure to sit back and watch the show, keep up the good work.*

*Brian Laak*

Maggie Langer went over the Mission Statement and Goals for Youth Advisory Commission.

To ensure every generation has a voice at the table when leaders are making important decisions related to the future.

- Empower young minds through local opportunities and community support.
- Provide the Town of Berthoud with insight and access to new ideas from voices currently unheard about important issues facing our community.

LT Torres talked about the progress of Youth Advisory Commission and how they built off the foundation that they formed last year. Making this year productive.

Ella North talked about the Mural Collaboration with Thompson Teens United. The question was "How do you rise above?" The teens answered the question by painting a square of the mural. This Mural was taken to all four high schools in the district. It was first presented at Alex Sabados Day of Kindness.

Sam Hatton talked about how they are working with the community. They hosted a summit between various groups at their school. They also attend several meetings with the Faith Coalition to discuss how they can better serve the youth in the community. Along with also meeting with people from the Life Center at Grace Place to have opportunities to serve the youth of Berthoud.

Juliet Babyak talked about Community Involvement. She stated they were involved in cleaning up the town. They were empowered by the Organization Rise Above Colorado in developing new skills to help others. They also hosted a movie night for the youth at Turner Middle School as a way to engage with them.

Genevieve Babyak talked about their presence in Berthoud. Their presence meant being at events such as A Day of Kindness, Berthoud Day and Oktoberfest. They are also present on Social Media, Local Newspaper and Coalitions.

Sydney Holden talked about their budget. She stated that they have been very conservative in their spending. One of the things they cut out was buying pizza for all their meetings. They did spend money on items such as pens and banners to help them stand out as professional adults in the community.

Eric Godfrey talked about what they would like to do with their leftover budget. He restated that they have worked hard to use their money frugally. That they would like to use the remainder of their budget to donate to Sources of Strength. An organization in the high school that is trying to improve high schoolers mental health and remove the stigma surrounding mental health.

**The Board agreed that the leftover budget was theirs and supported what they wanted to donate the remainder budget to.**

### **3. Maximum Fines and Penalties 1st reading.**

Town Clerk Samora stated On March 13, 2018 the Town Board passed an ordinance to make the Berthoud Municipal Court a "Court of Record". Being a Court of Record gives the Court authority to impose higher penalties. This ordinance will amend various sections of the Municipal Code to conform with the penalty provision standards that are set forth in Colorado Revised Statutes.

**The Board directed staff to bring back the ordinance to the December 11, 2018 Regular Town Board Meeting.**

### **4. Weld County Planning Agreement**

Curt Freese gave the background stating with newfound interest in the Eastern portion of the Town in Weld County, Town Staff in an effort to stay ahead of growth, approached Weld County regarding an Intergovernmental Agreement on development within the surrounding unincorporated area. The Town currently has an IGA with Larimer County, in which any



development in the unincorporated portions of Larimer County and within the Berthoud GMA is referred first to the Town, and Larimer will not permit anything other than low density development within this area. However, a similar agreement is not in place with Weld County. After discussions with Staff, Weld County expressed willingness to agree to a Coordinated Planning Agreement, a form agreement is has recently signed with many of its larger Town's such as Windsor, Evans. The agreement attached, would refer all non-agricultural development to the Town for review and comment within a three-mile area; in addition, the Town would refer all development proposals within 500' of the unincorporated boundary to Weld County. Staff would like to note that oil and gas is considered a permitted use in the Weld County agricultural district and therefore exempt from the agreement. Staff did ask if this was negotiable and was told it was off-limits by Weld County. In addition, Staff did ask to add design standards to the agreement, and Weld County has agreed to adopting the Windsor Design standards. The Town was also informed the County Commissioners we're not interested in going beyond the Windsor standards at this time, so Staff has agreed to them. These design standards attached, regulate streets, paving parking areas, access, screening, lighting, and signage in the unincorporated areas that may develop within this three-mile planning area. Staff believes this is a step in the right direction and would grant Berthoud the most restrictive design standards Weld County has agreed to thus far, along with Windsor.

**Mayor Pro Tem Hindman Motion to approve the coordinated Planning agreement and Design Standards with Weld County along with Staff asking about Dark Sky Provisions. Trustee Alaback Seconded. WITH ALL IN FAVOR THE MOTION CARRIED.**

#### **5. Implementation of New 1% Sales Tax**

Town Administrator Kirk stated that on November 6, 2018, the voters of Berthoud approved Measure 3I establishing a new sales tax to fund recreation related capital improvements. According to the ballot language of 3I, the 1% sales tax increase will be effective January 1, 2019.

To formalize this new tax, an ordinance needs to be approved by the Board. For it to be effective January 1, 2019, the ordinance needs to be adopted at least 30 days prior to the effective date. While Town Staff would typically recommend two readings of a proposed ordinance, we believe that recommending approval of this ordinance is appropriate at the first reading as it is merely a necessary step to carry out the will of the voters.

**Trustee Dower Motion to approve Ordinance 1256 imposing a one percent sales tax which shall be deposited into a separate Park and Recreation fund and restricted to use solely for Parks and Recreation purposes pursuant to voter approval of such taxes at the November 6, 2018 General Election. Mayor Pro Tem Hindman Seconded. WITH Trustee Alaback, Trustee Dower, Mayor Pro Tem Hindman, Trustee Hardy and Mayor Karspeck IN FAVOR THE MOTION CARRIED. Trustee Tomassi was not in favor.**

#### **6. 2019 Budget and Fee Schedule Review Discussion Only**

On November 13, 2018, the proposed 2019 Town of Berthoud budget was presented to the Board. This budget reflects needed increases in staffing and services, as well as a focus on strategic priorities identified by the Board. As a follow-up to that presentation, Staff made one change to the expenditures in the General Fund to reflect the actual cost of increasing policing services, as provided by the Larimer County Sheriff's Department. The modification increases the total proposed Public Safety expenditures from \$1,035,965 to \$1,073,503. This increase reflects the actual costs of the additional patrol deputy and associated equipment that was discussed at the November 13 meeting. This increases overall General Fund expenditures from \$5,829,444 to \$5,866,982, leaving an estimated operating surplus of \$212,767. While the primary focus of the presentation made on November 13 was the 2019 overall Town budget, the proposed fee schedule for 2019 was also included in the packet for review. The attached fee schedule is identical to the schedule provided previously and reflect minor increases in fees intended to offset increases in the cost of doing business related to inflation. Lastly, a copy of a 2019 Strategic Plan document is included with this report. This plan reflects the strategic priorities and goals discussed at the October 17 Board meeting with many of the goals being refined to include proposed timelines for completion and specific metrics to determine completion of the goal.

This will be brought back December 11, 2018 for Public Hearing and to be voted on.

## **VI. ELECTED OFFICIAL REPORTS**

Mayor Pro Tem Hindman requested that we add the Boards and Commission Ordinance to the December 11, 2018 agenda. He also complimented the Parks and Recreation for an awesome job decorating.

Trustee Dower stated that the Budget Presentation and the Attention to Detail Administrative Kirk did an excellent job in how he put it together and showed the board the big picture. Administrative Kirk replied that is was not all him and appreciated the compliment.

Trustee Tomassi talked about SnowFest is gearing up. They made changes to improve safety for the residence involved in the

snow packing. The event will be updated. Sculpting is a State Championship here. Therefore, when they win they get to go to Nationals. The sculpting starts Wednesday December 12. Saturday the 15th will be the tree lighting and parade.

Trustee Hardy had nothing to report.

Trustee Alaback stated Northern Water is a great resource for us. They have state of the art technology. He is going to organize a meeting with them and the Tree Advisory. He feels that they would be a great resource for them and the Town.

Mayor Karspeck will be attending a grant writing workshop. He will also be attending a Board and Communications workshop. Hopes that we can invite this facilitator to come here and do a workshop.

**VII. ADJOURN AT 7:52 p.m.**



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Town Clerk or Deputy Town Clerk



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Mayor Karspeck